



## *City of Nashua*

### **MUNICIPAL GOVERNMENT INFORMATION BOOKLET 2008 – 2009**

---



Visit the City of Nashua's website at:  
[www.gonashua.com](http://www.gonashua.com)

---

*Office of the City Clerk*  
229 Main Street  
Nashua, NH 03060  
603-589-3010  
[cityclerkdept@ci.nashua.nh.us](mailto:cityclerkdept@ci.nashua.nh.us)

---

## **A SHORT HISTORY OF NASHUA**

The area now named “NASHUA” was originally part of “Dunstable, Massachusetts.” Dunstable, Massachusetts was the earliest settlement in southern New Hampshire and comprised within its borders the areas now known as Hollis, Merrimack and Hudson, and portions of Pelham, Litchfield, Milford and Brookline, in New Hampshire; and Tyngsboro, Dunstable and parts of Groton, Pepperell and Townsend, in Massachusetts,

The settlement of Dunstable belonged to Massachusetts until the division line between the two provinces was settled in 1741. Dunstable was incorporated by New Hampshire April 4, 1746 under the same name, and continued so until December 15, 1836 when the name was changed to Nashua. In 1803 a post office was established in Nashua. In March of 1842 the harmonious tenor between residents of the north and south sides of the Nashua River was broken when the question of where the town hall should be erected was decided by a narrow margin in favor of the residents on the south side.

Immediately after the town meeting the northsiders broke off all relations with the southsiders and finally, on June 3, 1842, the Legislature disannexed the warring communities and the north side became “NASHVILLE”. The Town Hall was completed in 1843, and Nashville was united with Nashua and received its City Charter on June 28, 1853.

Nashua is called “The Gate City of New Hampshire.” The meaning of the name *NASHUA* is twofold: “Land between two rivers” and “Beautiful river with a pebbly bottom.”

---

---

## SEAL OF THE CITY OF NASHUA

“The seal of the City of Nashua shall be as follows: a circular disk, upon the outer edge of which shall be inserted the words “TOWNSHIP OF DUNSTABLE, 1673,” and upon the lower edge or bottom of the disc the words “CITY OF NASHUA, 1853.” In the foreground shall be represented an anvil and hammers, a plough, a bale of goods, a regulator and a horn of plenty; across the center of the disc shall be represented a bridge and a train of railroad cars; in the background shall be represented a cotton mill, iron foundries, etc., and upon the top of the disc shall be represented two (2) clasped hands, the whole being according to the design below.”

(Nashua Revised Ordinances, Sec. 1-8)



### INTERPRETATION

Laurel – symbolized victory, the conquest of the wilderness  
Dunstable became a plantation in 1673  
Nashua was incorporated as a city in 1853  
The clasped hands, symbolize the union of  
Nashua and Nashville.

The articles in the foreground symbolize the chief occupations of Nashua. The railroad and bridge represent Nashua as a traffic center and waterpower. The mill and foundry symbolize Nashua's leading industries.

---

## ALARM PERMITS/ FALSE ALARM FINES

*(As outlined under the City's Ordinance, "Emergency Alarm Systems.")*

It shall be unlawful for any person or alarm user to maintain or operate an alarm system without first obtaining a permit through the Nashua Police Department and are subject to a \$50.00 fine. (Residential: \$5.00; Commercial: \$15.00 for each and every alarm system owned or leased which exists at a separate location; Persons 65 years of age or older are exempt from paying fees). Contact the Financial Services Division at 594-3609 for an application.

After 4 false alarms within a calendar year, a report is required within 10 days from the user describing efforts to discover and eliminate the cause or causes of the false alarms and will be subject to a \$25.00 service charge for each and every false alarm in excess of the 4 false alarms per calendar year.

---

## ALCOHOL CONSUMPTION

**PUBLIC AREA:** It shall be unlawful for any person to consume any alcoholic beverage upon any street or sidewalk in the city. Any person who shall violate the provisions of this chapter shall be fined not more than \$100 for each violation.

**WHILE OPERATING MOTOR VEHICLES:** No person shall consume any liquor or beverages as defined by RSA175:1, while operating any vehicle upon a public highway or on publicly owned lands within the geographical limits of the City of Nashua. Any person violating this section shall be fined a minimum of \$100.

---

## ANIMALS

**RABIES VACCINATION REQUIRED:** State law mandates that every **dog, cat and ferret** three (3) months of age and older shall be vaccinated against rabies.

**DOG LICENSES:** Are issued by the City Clerk's Office, Room 102 – Elm Street Entrance, City Hall. 589-3010. If you do not license your dog, we will be obligated to notify the Animal Control Officer of a violation of RSA 466:1, and a Civil Forfeiture will be issued carrying a fine of \$25.00. There are no licensing requirements for cats or ferrets.

**LICENSE FEES** for one year ending April 30th of each year are as follows:

- Altered male or female: \$7.50
- Unaltered male or female: \$10.00
- Unaltered male or female up to 7 months of age: \$7.50

**FEES** shall be for licenses for dogs four (4) months of age or older. The owner or keeper of an altered dog shall furnish a certificate from the person performing the operation to the clerk of the city wherein such dog is owned or kept. Also, a certificate from the veterinarian or clinic bearing the date of the rabies vaccination must be presented to the clerk to obtain a dog license.

**LATE FEE:** A late fee of \$1.00 is assessed for each month or any part thereof that the fee remains unpaid if license is not paid before June 1 in any year.

**PERSONS 65 YEARS OF AGE** or older may license one dog for \$3.00 per year. If such owner wishes to license more than one dog, the fee for any additional license shall be as provided above.

**IT SHALL BE UNLAWFUL TO PERMIT ANY DOG TO RUN AT-LARGE.** The term “at large” means off the premises of the owner or keeper, and not under leash or other physical restraint of the owner or a responsible person.



**IMPOUNDMENT OF DOGS:** The Animal Control Officer or other authorized person shall take into custody and impound any dog off the premises of the owner which the Animal Control Officer or other authorized person has reason to believe is a stray dog, or any dog without a current registration tag on his collar, or any female dog in heat and off the premises of the owner. Contact Animal Control by calling the Nashua Police Department at 594-3500.



**SEIZED DOGS, CATS, & FERRETS:** If any dog, cat, or ferret seized wears a color or harness to which is attached a registration tag, or if the owner is otherwise known, the Animal Control Officer or other authorized person shall serve on the owner a notice in writing stating that the dog, cat, ferret has been seized.

Any seized animal will be liable to be disposed of or destroyed if not claimed within seven (7) days after the serving of notice. Notice may be served either by giving it to such person or by leaving it at the person's usual or last known place of abode, as determined by the registration tag or other available information.

**PENALTY:** No dog, cat, or ferret which the Animal Control Officer or other authorized person has taken into custody for a second offense shall be release unless the person to whom the dog, cat, or ferret is released pays a penalty of \$25.00, in addition to meeting all other requirements under ordinances. If said penalty is not paid within 7 days after the dog, cat, or ferret is taken into custody, the animal may be destroyed.

---

**SHELTER, TETHERING:** If a dog is tied or confined outdoors under weather conditions that could adversely affect the dog's health (wind, rain, wet ground, sleet, snow, hail, cold or heat), its owner or keeper shall provide it with access to shelter adequate to protect it from possible injury.



The owner or keeper of a chained or tethered dog shall provide it with a properly applied harness or buckle type collar and tether configured so as to protect it from possibly injury. Any chain or tether shall be of sufficient length to allow the dog to be able to easily stand, sit, lie or turn about.



**REMOVAL OF DOG WASTE:** It shall be the duty of each person who owns, possesses or controls a dog to immediately remove and dispose of any feces left by his/her dog on any sidewalk, street or other public area.

It shall further be the duty of each person who owns, possesses or controls a dog to immediately remove and dispose of any feces left by his/her dog on any private property neither owned nor occupied by said person, unless said private property owner or occupant agrees otherwise.

Violations of this regulation shall be punished by a fine of \$25.00 for each occurrence and are enforced by the Nashua Police Department. Exemptions: compliance with this regulation is not required by any handicapped person who, by reason of his/her handicap, is physically unable to comply with this ordinance.

#### **NOISE FROM ANIMALS AS A NUISANCE:**

Noise from an animal which is sustained for periods of more than thirty (30) minutes or which occurs between the hours of 10 p.m. and 6 a.m., which noise would annoy or disturb a person of normal sensibilities, is found to be a nuisance.

---

The owner of any animal, who fails, by appropriate action, to effectively abate such a nuisance after being requested to do so by any person, shall be guilty of a violation.

#### **HUMANE SOCIETY OF GREATER NASHUA:**

The Humane Society is located at 24 Ferry Road. For information on hours, pet adoption, cremation, cemetery, and other services, please call the Humane Society at 889-BARK (2275).

## **ASSESSMENTS & TAXES**

(Assessors: 589-3040)

Property is assessed to the owner of record each year as of April 1<sup>st</sup>. Taxes are paid Bi-Annually on July 1<sup>st</sup> and December 1<sup>st</sup>. Interest on delinquent taxes after June 1<sup>st</sup> and December 1<sup>st</sup> accrues at 12% per annum. The City of Nashua has adopted the Optional Real Estate Tax Lien Procedure (RSA 80:60). The real estate of every person or corporation may be subject to the tax lien procedure by the collector, in case all taxes against the owner shall not be paid in full on or before December 1<sup>st</sup> next after its assessment, provided that the municipality has adopted the provisions of RSA 880:58-86 in accordance with RSA 80:87. Specific details on the procedures are available upon request from the Tax Collector's Office: 589-3190.

#### **PROPERTY TAX EXEMPTIONS AND CREDITS:**

Elderly (over 65 with income and asset limitations)

Solar Disabled Persons

Handicapped Blind

Veteran's Credit Disabled Veteran's Credit

Paraplegic/Quadriplegic Veteran's Credit

Most exemptions have qualifiers and all must be applied for by April 15<sup>th</sup> of the tax year. Contact the Assessor's Office at 589-3040 or in person to apply.

---

## BICYCLES

Bicycles must be ridden in the same direction as the traffic, not against the traffic flow. It is unlawful for more than one person to ride on a bicycle unless it is equipped with two sets of handlebars, two sprockets and two seats.

No person thirteen (13) or more years of age may ride a bicycle on the sidewalk. These rules are enforced under City Ordinances.



## SKATEBOARDS, ROLLERBLADES AND OTHER SIMILAR DEVICES

Skateboards, in-line skates, roller skates, unicycles, scooters, and other similar devices propelled solely by human power upon which a person may ride (except bicycles, wheelchairs, tricycles, and other similar devices used to transport children) may not be used upon the following:

Sidewalks and public ways within the Main Street business district from Library Hill to Globe Plaza including one block east and west from Main Street, downtown parking lots, city parking garages, City Hall Plaza, Library Plaza, 14 Court Street, bus terminal area, and Elm Street Junior High School. Violators are subject to citation and upon conviction shall be subject to a fine of up to \$25.00.

## BOAT REGISTRATIONS

All boat trailers must be registered with the City of Nashua and the State of New Hampshire. Trailer registrations are processed at Vehicle Registration in City Hall. Boats may be registered at the following locations:

- Hollis Town Clerk, Monument Square, Hollis, NH (465-2064)

- Irwin Marine, 261 Derry Road, Litchfield, NH (595-7995)
- Merrimack Town Clerk, Baboosic Lake Road, Box 27, Merrimack, NH (424-3651)

## CHECKS, RETURNED

Whenever any check issued to the City for payment of taxes, permit fees, licenses, special assessments, sewer fees or for any other municipal services is returned to the City as uncollectible, the City shall charge a fee of \$25.00 plus all protest, bank and legal fees in addition to the amount of said check to the person who issued such check to cover the cost of collecting the debt that the check was issued to pay.

The Director of Motor Vehicles, upon receipt of a complaint from the Tax Collector that a person, firm or corporation has paid a motor vehicle permit fee with a bad check, may suspend the registration certificate and number plates of such person, firm or corporation until the City has been reimbursed the full amount of such check and any protest fees. The suspension of a registration certificate or number plate shall not limit criminal prosecution under NH RSA 638:4.

## COMMUNITY DEVELOPMENT DIVISION

City Hall, 2<sup>nd</sup> floor

Comprised of the following departments: Building Safety, Code Enforcement, Economic Development, Planning and Zoning, and Urban Programs.

## DEPT. OF BUILDING SAFETY

The Department of Building Safety is responsible for the review of construction and approval of building, electrical, mechanical and plumbing plans. Permit applications for such work are received by, and inspections of such work are performed by, the Department of Building Safety. The City of Nashua has adopted the 2000 editions of the International Building Code, the International Residential Code, the International Mechanical Code, the International Plumbing

---

Code and the 2002 Edition of the National Electrical Code. The adopting ordinance, including amendments and fees, is available at City Hall and by link from our web page.

Office hours: 8:00 am - 5:00 pm Monday - Friday  
Inspector's hours: 7:30 am - 4:00 pm Monday - Friday

Inspections must be scheduled at least one business day prior to the date on which the inspection is to be performed and shall be scheduled by calling 589-3080. Please state the permit number and type of inspection requested. For information on the Fire Prevention and Life Safety Codes, please contact the Fire Department at 589-3460 (non-emergency number).

### **CITYBUS (880-0100)**

A special information operator is available Monday through Friday from 6:00 a.m. to 7:00 p.m. and Saturday from 8:30 a.m. to 5:30 p.m. to answer any questions. Transit system information pamphlets, route maps and time schedules are available upon request.

#### **HOURS OF OPERATION – FIXED ROUTE**

MONDAY – FRIDAY: 6:15 a.m. – 6:45 p.m.  
SATURDAY 9:00 a.m. – 5:45 p.m.

#### **AFTER SEVEN EVENING CITYBUS HOURS**

MONDAY – FRIDAY 6:45 p.m. – 10:45 p.m.

#### **PARATRANSIT**

MONDAY – FRIDAY: 6:15 a.m. – 6:30 p.m.

Buses do not operate on Sundays, New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day.

### **TICKET BOOKLETS**

Ten-ride ticket booklets and monthly passes for adults (19 – 59), youths (6 – 18), seniors (60 and over) and disabled persons with ID, can be purchased at the Nashua Transit Center, 30 Elm Street.

---

### **CODE ENFORCEMENT**

The Code Enforcement Department is the enforcement arm of the Community Development Division and is responsible for gaining compliance with the City of Nashua's housing, zoning, building, site plan, and subdivision regulations and ordinances. For questions on, or to report, potential housing, building or zoning violations, please call 589-3100.

### **CONSERVATION COMMISSION**

The Conservation Commission works with city and state agencies to review the environmental effects of proposed activities in the protected wetlands and wetland buffers and for the proper utilization, preservation and protection of the natural resources and watershed resources which have been found to be vital to the public good and welfare. Application packets are available in the Community Development Division. For further information call 589-3105.

### **ECONOMIC DEVELOPMENT**

The purpose of the Office of Economic Development is to foster the continued development of a diversified, sustainable and vibrant economy for the long-term benefit of the City's residential and business communities. For more information call 589-3070. Specific objectives of the Department include:

- Maintaining strong communications between the City and the Business Community;
- Fostering opportunities for job retention and existing business expansion;
- Promoting employment diversity and growth through new business recruitment; and
- Encouraging the continued enhancement and vitality of downtown Nashua as the focal point of the community and a desirable place to live, work, shop and conduct social discourse.

---

## **HISTORIC DISTRICT COMMISSION**

The Historic District Commission is responsible for the review and approval of all building permit applications located within the Nashville Historic District. For further information call the Planning Department: 589-3090.

## **PLANNING & ZONING**

The Planning Department provides technical expertise and services in an advisory capacity to the Nashua City Planning Board (NCPB), the Zoning Board of Adjustment (ZBA), Capital Improvements Committee (CIC), Nashua Historic District Commission (NHDC), and the Nashua Conservation Commission (NCC) and is also responsible for master plans. For questions on Planning and Zoning, please call 589-3090.

## **URBAN PROGRAMS**

The mission of the Urban Programs Department is to provide financial and technical resources to individuals and local groups to improve living conditions and access to jobs and resources, primarily to those of lower income and those with disabilities.

The activities of the Urban Programs Department are principally targeted to the following, reflecting the mandates of the federally-funded programs which the department administers:

- Affordable and decent, safe housing for families, elderly and those with special needs.
- Emergency shelter for the homeless.
- Capital Improvements and Operating Support for organizations that support low and moderate income individuals and families within Nashua.
- Zero interest deferred loans to owner-occupied single and multi-family dwellings in the city for capital and emergency improvements.
- Facilities and services to provide education, job training, health nutrition and recreational assistance to those in need.

The department focuses its efforts on inner-city neighborhoods and the downtown, to assist in revitalizing them and to eliminate substandard housing and blighting influences. Many of the department's activities are accomplished with cooperation and participation of other city agencies and departments such as the Public and Environmental health, Public Works, Building and Planning Departments, the Nashua Housing Authority and numerous non-profits.

Additionally, the department oversees the operation of the Nashua Transit System (NTS) consisting of CityBus, CityLift, and Access to Jobs services.

## **FINANCIAL SERVICES DIVISION**

Financial Reporting	589-3070
Trust Funds	589-3197
Chief Financial Officer:	589-3171
Accounts Payable:	589-3175
Billing & Tax Collections	589-3190
Motor Vehicle Registration:	589-3200
Parking Violation:	589-3205
Payroll:	589-3180
Treasury:	589-3185

## **FIRE MARSHAL**



Located at 2 Conant Road, this division of Nashua Fire Rescue (589-3460) is responsible for administering fire prevention programs within the City of Nashua. The fire prevention programs fall under three broad categories: Public Education, Fire Code Enforcement, and Fire Investigation.

## **PUBLIC EDUCATION**

Public education services include school-based fire and injury prevention programs, fire and injury prevention programs for the elderly, juvenile fire setter intervention, residential fire

---

safety awareness program, and frequent public service announcements. Fire Marshal's Office staff frequently answer a wide variety of citizen public information requests relating to fire safety.

### **FIRE CODE ENFORCEMENT**

The City of Nashua enforces the 1997 NFPA 101 Life Safety Code, the 1997 NFPA 1 Fire Prevention Code, the State of New Hampshire State Fire Code and local fire prevention ordinances.

Fire code enforcement activities include:

- Routine inspection of existing buildings
- Plan review for new construction
- Seasonal burning permits
- Permits to operate a Place of assembly
- Fireworks permits
- Blasting permits
- Flammable & Combustible liquid storage permits
- Hazardous materials storage permits
- Investigation of hazards
- Smoke Detector Inspection Program

### **FIRE INVESTIGATION**

Nashua Fire Rescue and the Nashua Fire Marshal's Office investigate fires to determine the origin (where) and cause (why) of fire occurrences within the City of Nashua. The local Fire Marshal's Office works closely with the Nashua Police Dept. when criminal activity is involved in the cause of a fire. The Nashua Fire Marshal's Office also works with State and Federal agencies.

---

## **NASHUA FIRE RESCUE**

Nashua Fire Rescue is under the authority of a five-member Fire Commission, which is elected through the Municipal Election process. Nashua Fire Rescue has six stations and four divisions throughout the city.

Emergency Number	911
Fire/Campfire/Burning Permits	594-3636
Administration Office	70 East Hollis St. 594-3651
Fire Alarm, 38 Lake St., Non-emergency number	594-3636
Mechanic Division	2 Conant Road 594-3655
Fire Marshal Division	177 Lake Street 589-3460
Fire Training Division	177 Lake Street 594-3656
Station 1	15 Amherst Street
Station 2	177 Lake Street
Station 3	124 Spit Brook Road
Station 4	70 East Hollis Street
Station 5	98 Pine Hill Road
Station 6	2 Conant Road

**DIVISION OF PUBLIC HEALTH &  
COMMUNITY SERVICES**  
18 Mulberry Street (589-4560)

### **MISSION STATEMENT**

The Division of Public Health & Community Services' mission is to provide a healthy and safe environment for the residents and visitors of Nashua; through a proactive program that embodies the ten essential functions of public health.

### **BIO-TERRORISM & EMERGENCY PREPAREDNESS**

Development and implementation of plans and responsibilities associated with addressing a bio-terrorism or natural disaster event. Public Health Preparedness has been designed to assure that the basic services necessary are available to maintain and sustain the public's health during times of natural disasters, man-made emergencies, and/or epidemic disease. A few examples of these services are having clean and potable water,

---

adequate shelter, a safe food supply, as well as disease prevention and control. These services require coordination, communication, planning, practice and knowing the data and service needs of the following:

- *Public safety agencies*
- *State public health officials*
- *Area hospitals*
- *Area medical care providers, including physicians, nurses, dentists, pharmacists and veterinarians*
- *Area human service providers*
- *Area schools*
- *The general public*

#### **NASHUA COMMUNITY HEALTH DEPARTMENT**

(589-4500). The Nashua Community Health Department is dedicated to the promotion and preservation of public health, through a holistic approach to the individual, family and community, regardless of race, creed, color, sex, age, political affiliation or belief, religion, sexual orientation, handicap, disability or gender.

#### **ON-CALL NURSE**

A public health nurse is available for questions, health education, referrals, etc., Monday through Friday from 8-5.

#### **DISEASE CONTROL PROGRAMS**

The Nashua Community Health Department team follows the RSA 141-C (Revised Statutes Annotated) for mandatory investigating, reporting, monitoring and screening of specific diseases. This list of diseases includes, but is not limited to, tuberculosis, hepatitis, diarrheal illnesses, childhood illnesses, pertussis, measles, Human Immunodeficiency Virus (HIV) and related diseases. The Nashua Community Health Department Disease Investigation Specialist acts as a designee of the Division of Health and Human Services (DHHS), STD/HIV Bureau in the investigation of cases of HIV/ AIDS and other reportable sexually transmitted diseases in accordance with NHRSA 141- C: 9 and RSA 141- F: 9.

---

#### **HEALTH EDUCATION**

Health education is provided to individuals, groups, service organizations, industries and schools regarding health issues for prevention and promotion of health/wellness in the community.

#### **HIV/ AIDS PROGRAM (HUMAN IMMUNODEFICIENCY VIRUS /ACQUIRED IMMUNODEFICIENCY SYNDROME)**

This program provides anonymous, confidential, pre and post-test counseling, partner notification services and public education. This service is provided concurrently with the two sexually transmitted disease clinics, on Mondays, 1: 30 to 3: 00 P. M and Thursdays 6 p.m. - 7:30 p.m. and an HIV clinic Thursdays, 9 a.m. -10:30 a.m., and at outreach sites.

#### **HIV PREVENTION SERVICES**

Activities are conducted to provide HIV harm reduction education messages to targeted, at- risk individuals in the community. There is a Master's level, Licensed Alcohol and Drug Counselor/LADC available to individuals who are at high risk for acquiring HIV through their drug use and sexual practices. Services include education, counseling, treatment and referrals.

#### **IMMUNIZATION PROGRAM**

Immunizations are made available to improve health standards and to prevent diseases for the individual, the family and the community. Any resident under 18 may receive the appropriate vaccines, as needed. Walk- in clinics are held Tuesdays from 2pm-4pm and Fridays from 9 a.m. –10 a.m., and at designated outreach clinics.

#### **LEAD POISONING PROGRAM**

The objectives of the program are to lower blood levels in children reported with elevated lead levels and to prevent lead poisoning. Education and follow- up to referrals are provided with home visits conducted as indicated.

---

## **PUBLIC HEALTH DEPARTMENT MOBILE VAN OUTREACH**

A multi-service van provides barrier free, off-site access to community residents seeking adult and childhood immunizations, blood pressure screening, HIV, TB, Syphilis and Hepatitis information and screening, referrals for shelter, food or medical care, and drug and alcohol information/referral to facilitate entry into chemical treatment programs. Use of the van is being expanded for use in collaboration with other community agencies.

## **FLU VACCINE CLINICS**

During the flu season, clinics are provided in designated areas to seniors and others who are at high risk for complications from influenza.

## **SEXUALLY TRANSMITTED DISEASE PROGRAM**

(STD). This program provides STD testing and treatment, education regarding sexually-transmitted diseases, partner notification and risk-reduction education. Hepatitis vaccines are offered to eligible clients. Walk-in clinics are held on Mondays, 1:30 p.m. - 3:00 p.m., Thursdays, 6:00 p.m. -7:30 p.m., and at outreach clinics.

## **TUBERCULOSIS PROGRAM**

Education and tuberculosis screening is provided. Services also include reporting, investigation and monitoring/ direct observational therapy as indicated.

## **MARCH INTO MAY**

March into May is a 10-week walking program developed by the Centers for Disease Control and Prevention (CDC) to promote physical activity. Participants set personal goals based on their own levels of fitness. Physical activity reduces the risk of cardiovascular disease, diabetes, and autoimmune diseases. The program encourages all Nashua citizens to walk or begin other physical activities.

---

## **CHILD CARE SERVICES (589- 4540)**

The office for the Coordinator of Child Care Services provides support and information centering on this critical area. Specific responsibilities are: to interface with and for parents who seek childcare, with childcare providers and with employers; to identify childcare needs within the community and to promote the development of affordable and quality childcare; to provide resources for education and training; to be available as a consultative and informational resource; to be a community advocate for childcare issues; and to assist in licensing procedures.

## **ENVIRONMENTAL HEALTH (589- 4530)**

Complaints: issues of environmental & public health concerns.

Environmental Management and Control Activities: asbestos waste sites: asbestos removal – indoor and outdoor; building demolition – debris; commercial solid waste collection, licensing and management; rodent control; public swimming pools and spas; hazardous waste disposal; chemical spills, toxic and hazardous waste, illegal dumping.

Environmental Services: Air Quality: radon advisory; carbon monoxide, carbon dioxide; ventilation; odors; dust control; indoor air advisory.

Food Service Management, Sanitation: establishment licensing; routine and special inspections; FDA- initiated food and drug recalls; food borne illness investigations; temporary establishments; food manufacturing; food service sanitation training.

Laboratory Services: public pool/ spa water testing; limited lead paint analyses; insect identification; West Nile Virus surveillance; basic food sampling analysis.

Other Mandated Activities: family and group day care inspections; foster home inspections; animal bites – rabies testing.

Plan Review: septic systems; food service, new and existing establishments; public swimming pools and spas; subdivisions.

---

Special Environmental Investigations: residential housing; waste disposal; insects and rodents; lead paint; ground water contamination; court- directed investigations; pesticides; animals; noise.

#### **NASHUA MEDIATION PROGRAM (589- 4550)**

The Nashua Mediation Program offers mediation services to people in the Greater Nashua area who are having communication problems and difficulty resolving conflicts or disagreements.

Parent-Youth and Family Mediation services are provided free of charge. Mediators meet with the family and provide a neutral structure to help parents or parents and children talk and listen to one another. Mediators help family members find workable solutions to areas of disagreement. Possible issues for mediation are family arguments, runaways, truancy, curfew, parental authority, communication, schoolwork, pre-delinquent activity, sibling issues, family responsibilities and expectations, independence, drug and alcohol use, and adjustments to separation, divorce or remarriage. Those interested in mediation services may call for information or to schedule an appointment. Referrals are made by schools, social service agencies, the courts, police, and other concerned individuals.

Divorce mediation is provided on a sliding fee basis to couples who are separating, divorcing or modifying post-divorce parenting arrangements, including custody and visitation.

Additional mediation services include: landlord/ tenant, tenant/ tenant or neighborhood disputes, elder care issues and workplace or organizational conflicts.

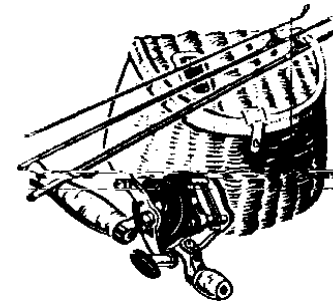
Training in conflict management and peer mediation and group facilitation services are available for schools and community organizations.

---

#### **WELFARE (589- 4555)**

City Welfare, located at 18 Mulberry Street, provides short-term emergency assistance, through issuance of a voucher, for basic necessities such as food, rent and utilities. Persons without income or with limited resources to provide their own support can apply for assistance. Staff is experienced in local, state, federal and private programs. This allows for efficient and timely referrals for those whose needs are long- term, who require additional services or whose needs are unique, as many requests for guidance and information are received that are not directly related to City Welfare.

### **HUNTING & FISHING LICENSES**



To qualify for resident rate, an applicant must have had a NH Driver's License or a NH Non-Driver's photo identification for six months prior to the application. Licenses are available from the following local dealers:

- Bill's Gifts, 21 Elm Street, Nashua, NH 03060 (889-0521)
- Granite State Rod and Reel Repair, 6 Holbrook Drive, Nashua, NH 03062 (880-6031)
- The Sports Authority, 213 Daniel Webster Highway, Nashua, NH 03060 (891-1174)

---

### **IDENTIFICATION CARD**

A Picture Identification Card is available from the State of New Hampshire License Bureau. This is a NON-DRIVER'S identification card issued to any resident who is 16 years of age or older and who does not possess a driver's license or to any resident who is handicapped and does not possess a driver's license. Local office for licensing is at Harris Pond, Merrimack, NH 03054. Recorded information is available at 889-0146.

---

## LIBRARY



### **NASHUA PUBLIC LIBRARY, 2 Court St., 589-4600**

<http://www.nashualibrary.org/>

Open Monday through Friday, 9:00 a.m. to 9:00 p.m.; Saturday, 9:00 a.m. to 5:30 p.m. (September through June); and Sunday, 1:00 p.m. to 5:00 p.m. (September 9, 2007 – May 25, 2008).

The Nashua Public Library offers a world of information at your fingertips. Books, magazines, DVD's, videos, audio books, CD's, and museum passes are just some of the items available for checkout. Other services and programs @ your library include business & reference services, genealogical materials, meeting rooms, concerts, art exhibits, movies, internet access, lectures, book discussions. For children, we have story times, crafts puppet shows and more. Our automated system allows access to many of our services from home. We also offer door-to-door delivery for homebound individuals, residential communities for seniors, and schools and daycare centers. Check us out at [www.nashua.lib.nh.us](http://www.nashua.lib.nh.us).

## **PARKING – LEASED**

For information concerning monthly leasing of spaces in metered parking lots or the Elm Street and High Street Garages, contact the Traffic Dept. at 589-4700.

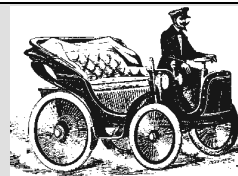
---

## **OHRV REGISTRATION**

No off-highway recreational vehicles shall be operated off a public way within fifty (50) feet of a dwelling unit, unless such dwelling unit is occupied by the operator thereof. (NRO Sec. 325-1, 2)

As of March 1, 2004, authorized agents for OHRV registration are available at the following locations:

- RJ's Motorsport Inc, 433 Amherst St., Nashua (595-8534)
- Bargains Unlimited, 5 Central Street, Hudson (881-8171)
- Hudson Cycle Center, 2 Flagstone Dr., Hudson (882-1573)
- Jay's Automotive, 3 Lawrence Road, Hudson (595-2277).



**MOTOR VEHICLES (589-3200)**

## **VEHICLE REGISTRATIONS:**

When a non-resident has established a bona fide residence in this state, said resident shall have a maximum of 60 days from the date his residence was established in which to register his motor vehicle in New Hampshire. No motor vehicle registrations will be issued without proof of residency, such as a telephone bill, electric bill, or lease agreement.

## **CITY PERMIT FEE**

Based on factory list price (MSRP) of the vehicle, year of manufacture of the vehicle (effective January 1, 1996 based on model year commencing with 1996 models) and month of birth of the registrant. This fee is paid at the Office of the City Tax Collector, City Hall, 229 Main St.

No person shall be issued a motor vehicle registration with outstanding parking violations unpaid (city or state), per RSA 231-130-a.

---

## NEW REGISTRATIONS

Any 1991 or older vehicle registered on or after January 1, 2006 will require, in addition to the bill of sale, one of the following documents: previously-issued NH Registration; valid out-of-state title; or verification of Vehicle Identification Number (Form 19A), per RSA 261:2-a.

## LICENSE PLATES

The Registration Fee is based on gross weight of vehicle and month of birth of the registrant. New Hampshire has a staggered registration system for motor vehicles based on the month of birth of the registrant.

The State Registration Fee (License Plates/Decals for Nashua residents only) is collected by the City Tax Collector's Office and forwarded to the State of New Hampshire Department of Safety.

City Hall office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. No office hours on Holidays.  
1<sup>ST</sup> and last Thursday of each month, Motor Vehicle is open until 7 p.m.

## DRIVER'S LICENSE

Harris Pond, Merrimack, NH 03054 (603) 889-0146.  
Non-US citizens must go to the Department of Safety, Motor Vehicle Department on Hazen Drive in Concord.

No person shall receive an operator's license unless he surrenders to the Motor Vehicle Licensing Division all valid operators' licenses in his possession issued to him by any other jurisdiction. No person shall be permitted to have more than one valid operator's license at any time. Any non-resident operator of a motor vehicle who holds a valid operator's license in another jurisdiction, upon establishment of a bona fide residency in this state, shall have a maximum of sixty (60) days from the date his residence was established to obtain an operator's license issued by the State of NH. (Positive proof of residency required to obtain a driver's license.)

---

## JUNK VEHICLE DISPOSAL

Vehicle owners who wish to dispose of their junk vehicles may contact a reputable, private dealer for this service. Those with questions about this procedure are encouraged to contact the Nashua Police Department for advice.

**TEMPORARY PLATES** are available at the New Hampshire Department of Motor Vehicle locations in Concord, Milford, Manchester, and Salem.

## VEHICLE TITLES

NH is a title state, and title to a motor vehicle must be proven before registration can be obtained. When the owner of a vehicle with a previous title from another state seeks a title for that vehicle, the owner shall complete a NH title application and submit it to the Motor Vehicle Division. The owner shall surrender his out of state title to the State Motor Vehicle Department. Usually the registration is prepared in the Tax Collector's Office at the same time that the title application is prepared, and both are submitted to the NH Motor Vehicle Department by the Tax Collector's Office. Please note that the only acceptable proof of ownership is the actual title. Photocopies or fax copies are unacceptable.

When a lienholder is in possession of the out-of-state title to a vehicle for which title is sought in NH and where the ownership is unchanged, a NH title application shall be prepared by the Tax Collector's Office and submitted to the Division of Motor Vehicles, Bureau of Title and Anti-Theft, Concord, NH. When the Bureau of Title has received the outstanding title to a previously registered and titled vehicle, the Bureau will issue to the owner a proof of ownership form which shall constitute sufficient proof of ownership for registration purposes and that form shall be surrendered to the Division of Motor Vehicles with the application for registration.

When the owner of a vehicle entering from another country (Canada, Europe, etc.) seeks a NH Title, the Tax Collector's Office shall give the owner a Verification of Vehicle

---

Identification (Form 19A). This form must be completed by an authorized agent before a NH Application for Title and Registration can be prepared. The owner may then register his vehicle upon presentation of the NH Title Application, Foreign Registration, Notarized Bill of Sale if applicable, and the completed verification of vehicle identification form to the Motor Vehicle Department.

Effective January 1, 2006 – No Certificate of Title need be obtained for any motor vehicle whose manufacturer's model year is older than 15 years.

### **TRANSFER OF VEHICLE OWNERSHIP**

As current regulations hold the last owner liable for the costs of abandoning a vehicle, it is important to ensure that the State of NH is notified of any vehicle ownership change. This is accomplished by either applying for title or a new registration for the vehicle. Although a bill of sale is required for either action, the bill of sale, by it itself, does **not** establish change of ownership.

### **VEHICLE INSPECTION (271-2251)**

An inspection sticker shall be valid for the same duration as the vehicle's registration, which shall not exceed 16 months. If the month in which the anniversary of the owner's birth occurs will be in one of the next four months, an inspection sticker may be issued, with the expiration date of the birth month in the following year of the first person named on the title application. Newly registered vehicles have a period of ten days from registration in which to have the inspection completed.

### **APPLICATION FOR WALKING DISABILITY PRIVILEGES**

Any motor vehicle carrying the special plates or hanging windshield placard issued to a person with a walking disability under RSA 261:88...shall be allowed free parking in any city or town, including any state or municipal parking facility where a fee is charged, for a continuous period of not more than 24 hours. The free parking shall only be allowed if the person who

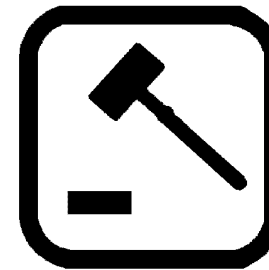
---

qualifies for the special plates or hanging placard is being transported in the vehicle to or from the parking place. (Free parking privileges do not apply to reserved parking spaces.) The Application for Walking Disability Privileges form is available from the Department of Safety, Division of Motor Vehicles, Attn: Handicap Desk, James H. Hayes Safety Building, 10 Hazen Drive, Concord, NH 03305. Applicants must complete the form and will also need to have the certification section completed by a medical doctor attesting that in his/her professional opinion, the applicant has a walking disability.

---

### **NASHUA TRAFFIC ORDINANCES**

For a more complete listing of the City's Motor Vehicles and Traffic Ordinances, see Chapter 320 of the Nashua Revised Ordinances, which is posted on the City Clerk's webpage available at <http://www.gonashua.com>



The on-line version of the Code includes ordinances passed through the most recent supplement. Separate links are provided for amendments approved since that date. Following is a summary of those Traffic Ordinances, which residents most frequently inquire about:

### **ABANDONED MOTOR VEHICLE**

Vehicles are subject to towing and impoundment as being abandoned if left on any City street, City lot, or private lot without authority for more than 48 hours. The fine is currently \$275 (plus storage costs) and is assessed against the vehicle owner.

---

### **DRIVEWAY, PRIVATE**

At no time shall any vehicle be stationed in front of any private driveway or within two feet of any private driveway on either side thereon. At no time shall any vehicle be stationed across the street from any private driveway so as to impede the free movement of vehicles using said private driveway (Sec. 320-56).

### **EMERGENCY LANE**

\$100.00 (Sec. 320-58).

### **FIRE HYDRANTS**

No Parking within 15 feet each side (Sec. 320-59).

**HANDICAPPED SPOTS, PARKING IN** There is a \$200 fine for parking in handicap reserved parking spots within the City without the proper signage/plates issued by the State of NH, Dept. of Motor Vehicles, 271-2275.



### **LEFT SIDE OF VEHICLE TO CURB**

No vehicle without necessity shall stop or park left wheels to curb (Sec. 320-81).

### **OVERNIGHT PARKING**

It shall be unlawful for an operator of any vehicle to park the vehicle for a period longer than two (2) hours between midnight and 6:00 AM, daily, on any public way in the city (Sec. 320-78). The Nashua Police Department Strictly enforces this ordinance, year-round.

### **PARKING METER VIOLATIONS**

- To back a vehicle into a parking meter space in a public parking meter lot.
- For any vehicle parked in a parking meter zone during snow removal operation.
- For overtime parking.

---

### **REPAIR OF MOTOR VEHICLES**

Except to take emergency measures necessitated by an unforeseen breakdown and necessary to render a vehicle operable, no person shall perform repair or maintenance work upon any motor vehicle while such vehicle is parked upon any street, lane, alley, sidewalk or other public place.

### **RESERVED PARKING SPACES**

Any unauthorized vehicle found parked in posted reserved parking spaces between 7 a.m. – 5 p.m., Monday – Friday, shall be towed at the owner's expense and the owner shall be fined ten dollars (\$10.00) (Sec. 320-72). (For information concerning monthly lease of spaces in Metered Parking Lots, or the Elm Street and High Street Parking Garages, contact the Parking Manager at 589-4760.)

### **SIDEWALK, PARKING ON**

Prohibited (Sec. 320-54)

### **SNOW EMERGENCY/REMOVAL, IMPEDING**

(Lots & Streets) \$200.00 (Sec. 320-67).

NO person shall park or leave a motor vehicle on any public way in the city during a snow emergency, as declared by the Mayor or Director of Public Works. Penalty for violation shall be a minimum of \$100.00.

NO person shall park or leave a motor vehicle on any public way in the city during snow removal or plowing operations.

Any vehicle, which impedes the snow removal or plowing process, may be towed as directed by the Director of Public Works, or his designee, or by the Chief of Police, or his designee. Penalty for violation shall be a minimum of \$100.00, plus towing and storage charges.

### **STOP SIGNS**

No Parking within 25 feet of said sign (Sec. 320-60).

---

## STREET CORNERS

No parking within 25 feet of intersection (Sec. 320-65).

## VEHICLES WITH UNPAID NON-MOVING VIOLATIONS TOTALING \$200.00

Will be towed without warning (Sec. 320-89). The owner will be subject to an additional fifty-dollar fine and all towing fees incurred.

## SEAT BELTS/CHILDREN



Are your children safe in your vehicle? Do you know the NH child passenger safety seat laws? Did you know that NH has an 85% child passenger safety seat misuse rate? NH RSA 265:107-a is written as follows:

“No person shall drive a motor vehicle on any way while carrying as a passenger a person less than 18 years of age unless such person is wearing a seat or safety belt which is properly adjusted and fastened. If the passenger is less than 6 years of age and is less than 55 inches in height, the passenger shall be properly fastened and secured by a child passenger restraint, which is in accordance with the safety standards approved by the United States Department of Transportation in 49 C.F.R. section 571.213. Except as provided in paragraph II, no person shall drive a motor vehicle on any way while carrying as a passenger a person less than 18 years of age unless the motor vehicle was designed for and equipped with the passenger restraints specified above. No person who is less than 18 years of age shall drive a motor vehicle on any way unless such person is wearing a seat or safety belt which is properly adjusted and fastened.”

## FITTING STATION FOR CHILD PASSENGER SAFETY SEATS

The Nashua Police Department is one of New Hampshire's largest permanent fitting stations for Child Passenger Safety Seats.



If you have any questions about Child Passenger Safety, or you would like to make an appointment to have your Child Passenger safety seat inspected, contact the Child Passenger Safety Seat Voicemail box at 603-589-6339 and leave a message for a Technician. One of our Child Passenger Safety Seat Technicians will return your call within a few days. Information on Child Passenger Safety can also be obtained by visiting the following Web Sites:

<http://www.nhtsa.dot.gov/>

<http://www.safekids.com/>

<http://www.seatcheck.org/recalls.html>

## PARKS

Parks & Recreation Department: 589-3370

## RULES OF CONDUCT

- No person shall make or kindle an open fire except in picnic stoves provided for that purpose.
- No person shall discharge firearms or throw stones or other harmful missiles.
- No person shall sell, offer or solicit for sale of any goods or merchandise without a special permit from the City Clerk's Office.
- No person shall use, consume, carry or bring any alcoholic beverages into any recreational facilities.
- Playing of baseball is prohibited except at diamonds set aside for this activity.
- No person shall hold, conduct, or address any public meeting or gathering or take part in any public debate or discussion, without first having obtained a written permit.
- No person shall give any entertainment or exhibition in any park except by permission of the Superintendent of Parks.
- No motorized vehicles shall be permitted except in those areas so designated by the Superintendent of Parks.

- No person shall leave or discard any trash, rubbish or garbage at any recreational facility except in containers provided therefore.
- No dogs or horses are allowed except in areas designated and marked by the Superintendent of Parks.
- No person shall remove or deface any tree, shrub or flower located in any park or playground.
- No person shall play golf in any park or playground.
- No metal detection devices are to be used without the written authority of the Superintendent of Parks.
- No paint ball shall be played in any park or playground.

**ANY PERSON VIOLATING** the provisions of this section shall be subject to a fine not to exceed \$1,000. Any motorized vehicles operated in parks or playgrounds without permission from the Superintendent of Parks may be impounded for thirty (30) days, and all towing, transportation, and storage charges will be paid by the owner of the vehicle.

#### **PARK CURFEW**

No person may remain or stay in or on Deschenes Oval, Bicentennial Park, Monument Park, Salem Tot Lot, or Sandy Pond Park between the hours of 9:00 p.m. and 6:00 a.m., and No person may remain, stay or loiter in any other City Park between the hours of 10:00 p.m. and 6:00 a.m. except under the direction of or by permission of the Superintendent of Parks.

#### **BASKETBALL COURTS**

Erion Field	Robinson Road
Fields Grove (lighted)	Fields Street
Holman Stadium (lighted ) (1)	Amherst Street
Kirkpatrick Park (lighted)	New Searles Road
Massachusetts Drive	Massachusetts Drive
Al Savage Park (lighted) (2)	Ledge Street
North Common (lighted) (1)	Amherst Street
Sullivan Park (lighted) (1)	Bowers & Marshall
Sunset Heights (2)	Osgood Road

#### **LOCATION OF CITY PARKS, PLAYGROUNDS & TOT LOTS**

Anniversary Park	Artillery Lane
Ash St Playlot	Ash St
Atherton Avenue Park	Atherton Avenue
Belvedere Park	Bridge Street
Charlotte Avenue Park	Charlotte Avenue
Elks Playground	Rancourt Street
Erion Field	Robinson Road
Fields Grove	Fields Street
Greeley Park	Concord Street
Greenwich Commons	Bulova Drive
Horrigan Park	Cheryl Street
Kirkpatrick Park	Shady Lane
Labine Park	Cleveland Street
Lincoln Park	Coliseum Avenue
Los Amigos Playlot	Ash Street
Lyons Field Playlot	Allds & Marshall
Massachusetts Drive Playground	Massachusetts Drive
Memorial Park	Ledge Street
Mine Falls Park	Whipple Street
Navaho Park	Broad Street
North Common	Sargent Avenue
Palm Street Playlot	Palm Street
Le Parc De Notre Renaissance Francaise	Water Street
Roby Park (includes sledding hill & ice rink)	Spit Brook Road
Roussel/Gardner Park	Haines Street
Mark Rowland Field	Jewell Lane
St. Andrew's Park	Harris Road
Salem Street Playlot	Salem Street
Sandy Pond (includes splash pad)	National Street
Sullivan Park	Bowers & Marshall
Sunset Heights Park	Osgood Road
Temple Place Playlot	Temple Street
Thornton Road Playlot	Thornton Road
Yudicky Farms	Intersection of Gregg & Main Dunstable

---

## ICE SKATING RINKS

Flooding season begins in the middle of December and continues for a period of ten weeks (weather permitting). While the rinks are provided for skating enjoyment of the general public, the following hours are set aside for the playing of hockey: Daily until 11:00 a.m. and between the hours of 4:00 and 6:00 p.m. only, except Roby Park which allows hockey from 8:00 p.m. to 10 p.m. only.

Atherton Avenue	Atherton Avenue
Elks Playground	Rancourt Street
Four Corners	Sargent Ave at Manchester St.
Roby Park	Spit Brook Road
Labine Field	
(outdoor hockey rink only)	Fairview Avenue

## RECTANGULAR FIELDS



Artillery Lane	Artillery Lane
Lincoln Park	Coliseum Avenue
Main Dunstable Road School (5 fields)	Main Dunstable Road
Pennichuck JHS. (1 field)	Manchester Street
Roussel/Gardner Fields	Haines/Bowers Streets
Shady Lane	Shady Lane
Soifert Field	Whipple Street
(Mine Falls Park – 6 fields)	

## SKATEBOARD PARKS

David Deane Skateboard Park	Bridge Street
Pine Street Skateboard Park	Pine Street
Required equipment: helmets, knee and elbow pads, wrist supports. Parental supervision required for age 11 and under.	

---

---

## SOFTBALL FIELDS

Available by permit only from the Parks & Recreation Department, Greeley Park

Atherton Avenue (youth only)	Atherton Avenue
Elks Playground (youth only)	Rancourt Street
Greeley Park	#1, #2, #3 Fields
Labine Park (lighted)	Cleveland & Fairview
Lyons Field (youth only)	Marshall Street
Roby Park (2 fields, 1 is lighted)	Spit Brook Road
Soifert Fields (lighted)	Whipple Street
Yudicky Farms (#1/lighted - #2 unlighted)	Main Dunstable Rd.



## SWIMMING POOLS

There is no charge for pool use. Swimming instructions are given at Centennial, Rotary, and Crown Hill Pools during the summer, Monday through Friday mornings. Registration for swimming instructions are accepted at all pools during the first week of operation. There is a registration fee for each session. Children must be six (6) years of age or older to take swimming lessons. Check each pool location for family night swim and adult night swim hours. General swim hours are Monday through Sunday, 1 p.m. – 5 p.m.

Centennial Pool	Sargent Avenue
Rotary Pool	Cleveland Street
Splash Pad Sandy Pond	National Street
Crown Hill Pool	Burke Street
Wading Pools for tots:	Greeley Park and Rotary Pool

---

## TENNIS COURTS



Fields Grove	1 court
Greeley Park (lighted)	2 courts
Kirkpatrick Park (lighted)	4 courts
Labine Park (one court for Street Hockey only)	3 courts
Sargent Avenue (lighted)	4 courts
Sunset Heights	2 courts

### NASHUA POLICE DEPARTMENT



The Nashua Police Department is under the authority of a three-Member Police Commission, which is appointed by the Governor of NH. This form of management has been in place since 1891.

The Nashua Police Department's main facility is located on Panther Drive, just off West Hollis Street. The main non-emergency number is 594-3500; emergency is 911. The Department also has Community Policing Centers located throughout the City through the generosity of area businesses.

Brook Village Community Policing Office:	891-5501
Central St. Community Policing Office:	594-3631
Maplewood Community Policing Office:	891-2069
Pheasant Lane Mall Community Policing Office:	891-5506
Railroad Square Community Policing Office:	594-3543

The Community Policing Offices are not manned continually and are used by sector officers to meet the public for interviews, take or write reports, etc.

---

## CITIZENS & SENIOR CITIZENS POLICE ACADEMIES

The **Citizens Police Academy** is an eight-week program, which runs twice a year (Spring/Fall) in the evening from 6:30-9:30 p.m., and is open to any resident. The program consists of an overview of all Department Bureaus and their functions.



The **Senior Citizens Academy** is a similar program that runs twice a year from 8 a.m. to 12 noon and deals with Department operations and issues relating to seniors. For more information contact Community Policing Coordinator at 594-3515.



**NEIGHBORHOOD WATCH PROGRAMS:** There are numerous active Neighborhood Watch Programs within the City. For more information, contact the Department's Community Policing Coordinator at 594-3515.

**CRIME PREVENTION:** The Nashua Police Department's Crime Prevention Specialist is available to conduct Security Surveys at Nashua homes and businesses and to make crime prevention recommendations. For more information, call 594-3620.



**OPERATION SAFE RETURN:** The Department has available to families an Operation Safe Return Program. This program assists persons with special health problems, such as Alzheimer's, who may have a tendency to become lost or disoriented. It consists of wearing a necklace or bracelet containing a specific number, which is registered with the Department. If the person is found wandering, officers can quickly contact the Department and return the person home. For more information contact the Department at 594-3500.

---

**VIAL OF LIFE PROGRAM:** Offered through the Nashua Police Department, it is designed for persons living alone who may have special medical conditions. A vial is issued to persons, which contains a medical information form. The person completes the form, listing any special medical problems or conditions.



When completed, it is placed inside the vial. The vial is then placed on the top shelf of the refrigerator. Also included in this kit is a red heart decal, which is affixed to the outside of the refrigerator near the handle. This heart shows emergency responders that all the necessary info is within the refrigerator. Should a person be unable to speak as a result of a stroke or heart attack, emergency responders will see the heart and look for the information.

This program has already helped to save the lives of four people in the City since its inception. For more information on this program or to obtain a vial, contact the Department at 594-3500.



**DOG COMPLAINTS:** The Department has an Animal Control Officer on duty (available only during the weekdays, excluding holidays), who can assist with dog complaints. Unless the safety and welfare of the public is jeopardized, the Nashua Police Department will not respond to any other animal complaint. There are several private companies in the local area who can assist with other problem domestic, other than dogs, or wild animals. To contact the Animal Control Officer, use the main number at 594-3500.

### **NASHUA POLICE ATHLETIC LEAGUE**

The Nashua Police Athletic League is a non-profit organization which is run by a Board of Directors and Board Members made up of Nashua citizens.

---

The Nashua Police Department currently has two police officers assigned to PAL to run programs for the youth of Nashua. PAL Maintains partnerships with the Boys & Girls Club of Greater Nashua, the Nashua Housing Authority, and the Nashua Parks & Recreation Department.



The main purpose of PAL is to create a positive attitude between the children of Nashua and the members of the Nashua Police Department through PAL sponsored sports and recreation activities.

### **Goals:**

- To build friendship and trust among police officers and City youth by providing opportunities such as sports and activities.
- To provide opportunities for all City youth to participate in PAL Programs at no cost.
- To promote health and fitness while instilling values of sportsmanship and fair play.
- To reduce and eliminate substance abuse and other juvenile delinquent behavior.
- To target area youth for PAL Programs who live in high-risk neighborhoods to include housing properties and the adjacent areas affecting the Nashua Housing Authority.

### **Community Center**

Located at 52 Ash Street in the City. Regular operating hours during the school year are Mondays through Fridays from 3:00 p.m. to 6:00 p.m. and during the summer, the hours change from 1:00 p.m. to 5:00 p.m. It is open for youths aged 6-18 years of age and is a free membership facility which offers:

- Recreation Room (pool table, bumper pool, table tennis, air hockey, and games)
- Outdoor activities (basketball, street hockey, soccer, and flag football)
- Homework help with tutoring
- Computer learning, Arts & crafts
- Boxing Gym
- Teen Nights

---

## BOXING PROGRAM



Open Mondays, Wednesdays, and Fridays from 4-7:00 p.m. and on Saturdays noon to 2:00 p.m. It is open year-round to youths aged 8 and above. A prerequisite is completion of a Boxing application package. The program is sanctioned by USA Boxing and offers coaching for Amateur, Novice, and Open Divisions. Members compete annually in tournaments for the Silver Mittens (16 years old and under) and the Golden Gloves (17 years old and above).

### CROSS COUNTRY RUNNING:

Coordinated and organized with Nashua Elementary and Junior High School students, the program, which is USATF sanctioned, runs from August through November. The training schedule is arranged by the coaching staff. Participants may qualify for the US Amateur Track and Field State, New England, and National level competitions. The program is nationally recognized and award winning.

### P-5 (PAL POSITIVE PEER PRESSURE PROGRAM):

The Program is a Youth Empowerment and Mentoring Program for youths between 10 and 16 years of age who are regular attendees of the PAL Community Center and in good standing. Emphasis is to develop social interactions, promote self-esteem, and improve educational opportunities and abilities for inner City youth. The Program consists of Team Groups with adult advisors and a Youth Executive Board. There is one group meeting per month. Members may assist or develop community civic projects, to include helping at the Ash Street Community Center and participating in educational-related or life experience field trips and events.

---

## FIELD DAYS AND SPECIAL EVENTS

Field Days and PUG (pick-up games) Days are scheduled as part of the City of Nashua Summer Fun Program at City parks through Nashua. The events are open to all City youths and activities include softball, kickball, relay races, flag football, friendly competitions, and fun games. Lunches are provided at the Field Days at no cost.

Special events are held each year such as: Opening Day, Children's Day, Fairy Tale Festival, Skate Park Tournament, PAL Survival, Law Enforcement Expo, Police Explorers, Child ID's, Street Hockey, and other field trips sponsored or run by PAL.

### Volunteers Needed

Anyone interested in volunteering for the Nashua PAL or for more information call 594-3549 or 589-1626 or go to [www.gonashua.com](http://www.gonashua.com).

## SOLID WASTE (589-3410)

The Solid Waste Department of the Division of Public Works operates the Four Hills Landfill for Nashua's residents and businesses; collects most residential trash, soft yard wastes, and recycling; operates the Nashua Recycling Center at the Landfill, and hosts a monthly regional hazardous waste collection from Spring through Fall at the Public Works Garage.

### FOUR HILLS LANDFILL

The Four Hills Landfill is located at 840 West Hollis Street, 2 miles west of the Everett Turnpike at exit 5W. The hours of operation are 8:00 AM – 4:00 PM, Monday through Friday, and 8:00 AM – 1:00 PM on Saturday. Residential and commercial permits are required, and may be purchased at the Scalehouse. Commercial trash haulers must have a permit from the Environmental Health Department. All materials must be generated in Nashua, and proof of origin is required.

---

The following materials are accepted at the Landfill:

- Municipal Solid Waste (MSW) generated in Nashua
- Commercial trash from permitted haulers
- Construction and demolition (C & D) debris, including lumber, drywall, shingles, siding, cabinets, tile, fences, carpets and padding
- Brush & small stumps
- Scrap metal, propane tanks and appliances
- 55-gallon drums will only be accepted if completely cleaned out and cut in half
- Soft yard waste and brush
- Asbestos: only from Nashua residences or businesses; prior approval required
- Automotive tires from residents only no commercial tires are accepted; rims must be removed from tires and put with scrap metal.

Nashua residents are not charged for trash (MSW) disposal, but must have a residential permit to dispose of any acceptable material at the Landfill.

#### FEES AND PERMITS

##### Nashua Residents

Landfill permit	\$5.00 / vehicle / calendar year
Seniors (65+)	Fee waived for permit
Recycling permit	No Charge

##### Residential Construction & Demolition Waste (C&D) Fees

Mixed loads with less than 10% C&D	No Charge
0-200 lbs:	No Charge
201-300 lbs:	\$ 5
301-400 lbs:	\$ 10
401-499 lbs:	\$ 20
500 lbs & more:	\$ 90 / ton*

\* Residential asbestos over 500 lbs charged at \$200 / ton. Must conform to State regulations governing Asbestos packaging, transport and disposal. .

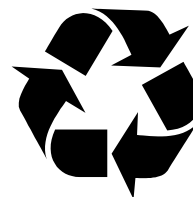
---

#### Commercial Permits & Fees

Commercial Haulers & Businesses	\$50.00 / vehicle
Soft Yard Wastes	\$ 20 / ton
Clean Cardboard	\$ 50 / ton
Municipal Solid Waste	\$ 80 / ton
Construction & Demolition/Brush	\$ 90 / ton
Asbestos	\$ 200 / ton
Mattresses (paid separately)	\$10 / each
Minimal Charge for MSW, C&D:	½ ton

#### NOT ACCEPTED AT THE LANDFILL:

Hazardous Waste, Ammunition or fireworks SHARPS (needles, syringes or lancets), or medical waste.



#### NASHUA RECYCLES

Nashua residents may utilize the Nashua Recycling Center at the Landfill, with the proper permit. A bi-weekly curbside collection is provided for residents whose trash is picked up by the Solid Waste Department.

#### Preparation of Recyclables

- Clean, rinse and drain all containers
- Flatten tin and aluminum cans
- Labels do not need to be removed

#### BI-WEEKLY CURBSIDE RECYCLING COLLECTION

Co-mingled containers: Place all containers together in one bin.

- **GLASS** bottles and jars – (all colors); NO drinking or window glass, ceramics, mirrors or light bulbs.
- **METALS** – Tin & aluminum cans, caps, and lids, clean aluminum dishes and aluminum foil; NO paint cans or aerosol cans.
- **PLASTICS** – PET (#1) soda bottles & other #1 plastics; HDPE (#2) milk jugs, detergent bottles, etc.; NO yogurt cups, polystyrene, bags/films, toys, etc.; NO containers with other recycling codes.

---

Mixed Papers: Place all types of papers together in the other recycling bin.

- **NEWSPAPERS** - Include enclosures
- **JUNK MAIL, MIXED PAPER, MAGAZINES, PHONE BOOKS, CARDBOARD** – Flatten cardboard; remove liners & large staples; shredded paper must be in paper bags, which are stapled closed; NO waxed boxes, NO food waste, NO metal wrappers.

## **NASHUA RECYCLING CENTER**

- Automotive Wastes: Antifreeze, batteries, tires, waste oil. Only one-gallon containers are acceptable; maximum 5 gallons at a time. No rims on tires; no commercial tires.
- Co-mingled containers: Glass, plastic and metal bottles and cans.
- Fluorescent bulbs: Linear and compact bulbs. MUST be brought to the Solid Waste Department office during weekday hours.
- Got Books: Hard cover books, videos, CDs, DVDs, video games.
- Mercury-containing devices: Thermostats, thermometers and lamps. MUST be brought to the Solid Waste Department office during weekday hours.
- Mixed Papers: Newspapers, magazines, junk mail, cardboard, chipboard (cereal boxes), shredded paper in paper bags.
- Rechargeable Batteries: MUST be brought to the Solid Waste Department office during weekday hours.
- Swap Shop: For re-usable small household items, in good condition.
- Textiles: Salvation Army provides a container for clothes in good condition.
- Yard Wastes: Place brush and soft yard wastes (leaves, grass clippings and pine needles) in designated areas.

---

## **AUTOMATED TRASH COLLECTION**

The Division of Public Works, Solid Waste Department provides a special cart for residential trash, which is collected weekly, Monday through Friday. Trash must be in bags inside the cart; **NO OTHER TRASH CONTAINERS WILL BE PICKED UP.** The cart must be placed at curbside no later than 6:45 AM on the scheduled collection day, and no sooner than 24 hours before pickup (NRO Chapter 270). Holidays and weather emergencies may delay collection; updates are given on local radio stations, newspapers, the City's website, [www.gonashua.com](http://www.gonashua.com), and cable TV, Channel 16, or by contacting the Solid Waste Department at 589-3410.

Collections will be postponed one day on the following holidays, unless otherwise noted: New Year's Day, Civil Rights Day, Presidents Day, Presidential Election Day (every four years), Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day. For example: if a holiday occurs on Monday, that day's trash routes will be picked up on Tuesday; Tuesday's trash is picked up on Wednesday, and so forth. The Four Hills Landfill and the Nashua Recycling Center will also be closed on these holidays.

## **DISPOSAL REQUIREMENTS**

Trash must be in bags inside the cart; no other containers are acceptable. Lid must be closed; do not overload cart. Cart must be placed within 2 feet of curb, and must be at least 3 feet from mailboxes, other carts, recycling bins, etc., and at least 10 feet from parked cars. Avoid overhanging branches or wires. Clear ice and snow at curbside for carts and bins.

## **DO NOT PUT INTO CART:**

Ammunition; asbestos (friable or non-friable); automotive parts or fluids; construction debris; rocks, concrete, asphalt, or dirt; fluorescent light bulbs; hot ashes; hazardous waste (chemicals, pesticides, oil-based paints); metal drums; oil or propane tanks; trash outside of carts or in unacceptable containers; tree stumps; medical or infectious wastes or SHARPS (needles, syringes & lancets); yard wastes or brush.

---

## SPECIAL CURBSIDE COLLECTIONS

Oversize metal or bulky items and tires may be collected **ONLY** by appointment, from April 1 through October 30. Residents must call the Solid Waste Department at 589-3410 by Friday at noon to be put on the following week's collection schedule, and items must be put out on Sunday night for pickup sometime between Monday and Saturday. Request forms for special pickups are available online at the City's website ([www.gonashua.com](http://www.gonashua.com)).

<p><b>NO BULKY OR METAL PICKUPS WILL OCCUR FROM NOVEMBER THROUGH MARCH.</b></p>
-------------------------------------------------------------------------------------

### METAL ITEMS

Up to 3 metal items per year will be picked up at no charge. Additional items will cost \$25 each, with fee to be paid at the Solid Waste Department prior to scheduling a pickup.

EXAMPLES: appliances: stoves, refrigerators, washers, dryers, air conditioners, dishwashers, water heaters; cast iron bath tubs and sinks; bicycles; gas grills (remove propane tanks); gutters; lawnmowers (remove oil and fuel); scrap metal; metal pipes and railings; sleep sofa bed frame.

GUIDELINES: remove refrigerator doors; do not put trash into the item; lay tall items on their side to prevent them from falling over; remove all liquids from small engines.

### OVERSIZE BULKY ITEMS

Up to 5 oversize bulky items per year will be picked up at no charge. Additional items will cost \$25 each, with fee to be paid at the Solid Waste Department prior to scheduling a pickup. EXAMPLES: mattress / box spring; furniture; bundles of brush.

**TIRES** – no rims, no commercial tires

Up to 4 tires per year will be picked up at no charge.

---

## OTHER COLLECTION GUIDELINES

**CHRISTMAS TREES:** Holiday trees are collected at curbside during the first two weeks in January, or as weather dictates. No appointment is necessary for this pickup. Trees must not be in plastic bags, must be free of ornaments, and must be cut to no longer than 8 feet. Trees must be easily accessible; trees stuck in snow banks or ice will not be picked up.

**ELECTRONICS:** Electronic equipment must be recycled at special collections on the third Saturday of each month at the Four Hills Landfill. There is no charge to Nashua residents for personal computer components, TVs, microwave ovens, copiers, printers, fax machines, scanners, VCRs, DVD and CD players, audio and stereo equipment, and other electronic devices, from their homes. **A residential permit is required.**

Nashua's small business may participate, but must pay \$5 per device and must pre-register for proof of state-required recycling of certain electronics.

**SOFT YARD WASTES** – leaves, grass clippings and pine needles – are collected weekly on trash day, beginning in Spring (weather dictates startup), and lasting until late fall (or first significant snowfall). Containers must be placed at curbside by 6:45 AM on the scheduled collection day, and no sooner than 24 hours before collection.

Soft Yard Waste is **ONLY** accepted in special paper yard waste bags, available at local stores, or in barrels with handles (not to exceed 32 gallons). Separate Soft Yard Waste containers from trash and recycling by at least 3 feet. Yard waste in plastic bags will **not** be picked up at curbside at any time.

Backyard Composting allows residents to handle Soft Yard Wastes without the need for special bags or extra barrels. Check the City's website for a copy of a brochure that explains how to turn yard and food wastes into a useful compost.

---

**HAZARDOUS WASTE:** The Nashua Regional Household Hazardous Waste / Small Quantity Generator Waste Collection Center serves residents and some small businesses of area communities for proper disposal of hazardous wastes. The Center is located at the Nashua Public Works Garage on Riverside Street, and is operated by a qualified vendor. Five collection events are scheduled each year: check the Solid Waste Department section of the City's website for dates.

Household hazardous wastes include oil-based paint products, solvents, oven cleaners, drain openers, disinfectants, pool chemicals, pesticides, and automotive wastes. Any product that is flammable, poisonous, burns the skin or eyes, or can react violently with other chemicals is considered hazardous. Hazardous wastes should NEVER be put into the trash, in the ground or down a drain. They should be kept in closed containers and brought to a scheduled special collection event.

Latex products, such as paints and other water-based products, must be dried out until completely solid. Then the dried out containers must be bagged and brought to the Four Hills Landfill and discarded in the trash container. Latex products are not accepted at household hazardous waste events.

**SPRING CLEANUP:** This annual two-week special collection period is usually held in mid-April; an appointment is required; no metal items are accepted; only one pickup per household. Call 589-4750 during the first week in April. Items accepted include wood, picnic tables, brush, limbs, wood fencing, etc.

---

## **VOTER REGISTRATION**

City Clerk's Office – Elm Street Entrance – 589-3010

### **REGISTERING TO VOTE – IN PERSON**

All persons eighteen years old or older may register to vote. If you are a naturalized citizen, you must present your naturalization document. Residents may register to vote at the City Clerk's Office or at their polling place on Election Day.

Proof of residence is required. Acceptable proof would be a driver's license with your Nashua residence printed on the front, vehicle registration, current postmarked mail, a lease, utility bill, a domicile affidavit, or a payroll stub with your residence. You will be asked to prove your age and US citizenship. Call the City Clerk's Office for guidance if you have any questions about the type of documentation you will need.

### **NAME, ADDRESS, AND PARTY CHANGES**

Party changes can only be made "by appearing in person" at the Office of the City Clerk (RSA 654:34). In addition, there are periods of time when state law does not permit a change of party (generally from the first date of a filing period until the day after the primary election).

Address changes from one Nashua residence to another Nashua address may be made by mail, telephone or e-mail. Contact the City Clerk at 229 Main Street, Nashua, NH 03060, 589-3010 or [cityclerkdept@ci.nashua.nh.us](mailto:cityclerkdept@ci.nashua.nh.us)

Name changes (due to marriage, for example) may be made in person or by mail. Include a copy of proof of the name change (for example: marriage certificate or court order), a signed request that we make the change, and a telephone number where we can reach you if we have questions relative to your request.

---

## **ABSENTEE BALLOTS**

Any registered voter who is absent from the city on the day of an election, who cannot appear in public because of an observance of a religious commitment, or who is unable to vote in person by reasons of a physical disability, may vote by absentee ballot. (NH RSA 657:1)

A request for an absentee ballot must be made in writing to: City Clerk, 229 Main Street, Nashua, NH 03060. The request must be signed by the person requesting the ballot and needs to include that person's legal residence (not a post office box) and an address where the voter would like to have the ballot mailed. Requests should also include the reason why an absentee ballot is being requested (disability, religious reasons, or out-of-town on election day).

Voters who wish to cast absentee ballots should allow enough time for the Clerk to receive the written request, for the post office to deliver the ballot, and for the voter to mail that ballot back to the City Clerk in time for the election. Please contact the City Clerk's Office for greater detail.

## **CAMPAIGN ORDINANCES**

During the voting hours on election days, no person is allowed to hold or carry any signs or handbills, or distribute any handbills, or post any political signs in front of the entrance to the polling places in each ward and for a distance of one hundred (100 feet on each side of the entrance).

During the voting hours on election days, no person shall park a vehicle in front of the entrance to the polling place in each ward, for a distance of one hundred (100) feet on each side of the entrance.

---

## **POLLING AREAS**

Please call 589-3010 to obtain the correct location of your polling area or go onto the city website at [www.gonashua.com](http://www.gonashua.com), select "City Departments," "City Clerk's Office," "Elections," then "Ward & Street List."

WARD ONE	Broad St. Elementary School 390 Broad St.
WARD TWO	Charlotte Ave. School 48 Charlotte Avenue
WARD THREE	Amherst Street School 71 Amherst Street
WARD FOUR	Ledge St Elementary School 139 Ledge Street
WARD FIVE	Main Dunstable Road School 20 Whitford Road
WARD SIX	Fairgrounds Junior High School 27 Cleveland Street
WARD SEVEN	Dr. Norman Crisp Elementary School 50 Arlington Street
WARD EIGHT	Bicentennial Elementary School 296 East Dunstable Road
WARD NINE	New Searles Rd Elementary School 39 Shady Lane

---

**MUNICIPAL GOVERNMENT**  
**MAYOR AND BOARD OF ALDERMEN**

The ADMINISTRATION of the fiscal, prudential, municipal and other affairs of the City is vested in a principal officer called the MAYOR, and a board, called the BOARD OF ALDERMEN, which consists of fifteen members (six Aldermen-at-Large and nine Ward Aldermen). These members are elected at the Municipal Election, a non-partisan election. The City Clerk acts as Clerk of the Board of Aldermen. The Board of Aldermen meets on the second and fourth Tuesday of each month at 7:30 PM. July and August meetings are held only on the second Tuesday of the month. The meetings are held in the Aldermanic Chamber, second floor, City Hall.

**DISCRIMINATION POLICY**

The City of Nashua, New Hampshire does not discriminate against any individual or group with respect to race, color, national origin, sex, age or handicap for the use of its facilities or any other programs.

**PUBLIC TV COVERAGE IN NASHUA**

Channel 16 is the City's Municipal Access Station. Meetings of the Board of Aldermen are televised live. Recorded messages of interest to the community and notice of emergencies are also broadcast on this channel.

**Nashua Cable Television Advisory Board (CTAB)**

The Cable Television Advisory Board oversees all Public, Education, and Government (PEG) Access Channel facilities, operations, programming and funding.

CTAB consists of fourteen members, with five members appointed by the Mayor, and represents municipal, legal, business, private (Residential), and educational interests within the city.

---

Reporting to the Mayor and the Board of Alderman, members meet the second Friday of each month at 8:30 a.m. The Board is charged with the performance oversight of the city's franchise agreement(s) for delivery of cable television and any related services. CTAB responsibilities include:

- Coordinating activities between the city of Nashua and the Franchisee
- Explore and cultivate available programming sources
- Monitor and evaluate existing programs
- Recommend changes to the franchisee for technical, programming and fee structure improvements
- Examine all relevant emerging technologies and telecast options, such as internet cablecasts.

**OFFICE OF THE MAYOR**

589-3260

The Mayor, as chief executive officer, appoints division directors and supervises the administrative affairs of the City. The Mayor carries out the Resolutions and Ordinances enacted by the Board of Aldermen.

The Mayor welcomes questions, comments, or concerns from citizens relating to the City. The Mayor's philosophy is customer service and results-oriented. Upon entering the Mayor's Office, the *Receptionist* will greet you and, depending on the nature of your visit, other team members will be available to assist you.

*Citizen Services* is familiar with all City Departments and will assist you if you have questions or concerns about City services, or if you would like to compliment or comment on a department and their function.

The *Executive Secretary* will assist you if you would like to make an appointment with the Mayor or if you have information you would like to bring to the Mayor's attention.

---

**BOARD OF ALDERMEN****2008 - 2009**Legislative Office: 589-3030

---

**Aldermen-at-Large**

Steven A. Bolton, President <i>Committee Affiliations</i>	4 Kyle Drive 03062 <i>Finance, Joint Special School Building Comm.</i>	886-0205
Brian S. McCarthy, Vice President <i>Committee Affiliations</i>	65 Musket Drive 03062 <i>Budget Review, Planning &amp; Economic Development, Joint Special School Building</i>	880-1606
Benjamin M. Clemons <i>Committee Affiliations</i>	17 Grand Ave. 03060 <i>Budget Review, Finance, Planning &amp; Economic Development, Joint Special School Building</i>	595-0652
David W. Deane <i>Committee Affiliations</i>	56 Manchester St. 03064 <i>Budget Review, Infrastructure, Personnel &amp; Administrative Affairs</i>	882-9617
Fred S. Teeboom <i>Committee Affiliations</i>	24 Cheyenne Dr. 03063 <i>Infrastructure, Planning &amp; Economic Development</i>	889-2316
Lori Wilshire <i>Committee Affiliations</i>	19 Monadnock St. 03064 <i>Budget Review, Finance, Human Affairs, Joint Special School Building</i>	864-8104

---

**BOARD OF ALDERMEN****2008 - 2009**Legislative Office: 589-3030

---

**Ward Aldermen**

1	Mark S. Cookson <i>Committee Affiliations</i>	18 Inca Drive 03063 <i>Budget Review, Joint Special School Building</i>	892- 3207
2	Richard LaRose <i>Committee Affiliations</i>	36 Charlotte Avenue 03064 <i>Finance, Human Affairs, Planning &amp; Economic Development</i>	889- 6049
3	Michael Tamposi, Jr. <i>Committee Affiliations</i>	5 Laton Street 03060 <i>Budget Review, Infrastructure, Joint Special School Building</i>	882- 7054
4	Marc W. Plamondon <i>Committee Affiliations</i>	78 Elm Street 03060 <i>Human Affairs, Infrastructure, Personnel &amp; Administrative Affairs</i>	889- 7876
5	Michael J. Tabacsko <i>Committee Affiliations</i>	5 Federal Hill Road 03062 <i>Budget Review, Planning &amp; Economic Development, Joint Special School Building</i>	880- 4666
6	Paul M. Chasse, Jr. <i>Committee Affiliations</i>	26 Balcom Street 03060 <i>Finance, Personnel &amp; Administrative Affairs</i>	889- 6331
7	Richard P. Flynn <i>Committee Affiliations</i>	12 Charlton Cir. 03060 <i>Human Affairs, Joint Special School Building</i>	883- 1223
8	Dave MacLaughlin <i>Committee Affiliations</i>	4 Heritage Village Dr., #104 03062 <i>Human Affairs, Personnel &amp; Administrative Affairs</i>	891- 2397
9	Jeffrey T. Cox <i>Committee Affiliations</i>	12 Colleen Road 03062 <i>Infrastructure, Personnel &amp; Administrative Affairs, Joint Special School Building</i>	891- 0263

---

**BOARD OF EDUCATION**  
**2008 – 2009**

Thomas Vaughan, President	888-0984
6 Kevin Road      03062	
 Edwina Kwan, Clerk	 886-5740
48 Cathedral Circle      03063	
 Richard Dowd	 598-3528
8 Ascot Park      03063	
 Steven G. Haas	 889-1326
18 Watersedge Drive      03063	
 Robert G. Hallowell	 888-6488
6 Chaucer Road      03062	
 Dennis Hogan	 883-3485
46 Brinton Drive      03064	
 John “Jack” Kelley	 880-4083
12 Skyline Drive      03062	
 William E. Mosher	
353 Main Dunstable Rd 03062	889-5526
 Sandra Ziehm	 883-2882
147 Chestnut Street      03060	
 Nickolaus Anzalone      anzalonen@nashua.edu	
Student member, NHSN	

---

*Christopher Hottel, Superintendent of Schools*  
*141 Ledge Street, Nashua NH 03060 594-3400*

---



---

**CITY HALL FLOOR DIRECTORY**  
OFFICE HOURS: MONDAY-FRIDAY,  
Except holidays, 8 AM TO 5 PM

**GROUND FLOOR:**

Assessors’ Office	City Messenger
City Hall Maintenance	Printing
Purchasing	

**FIRST FLOOR:**

City Clerk’s Office	Tax Collector
Voter Registration	Traffic (Parking)
	Violations
Human Resources	Treasurer
Financial Services	Vehicle Registration

**SECOND FLOOR:**

Mayor’s Office	Risk Management
Aldermanic Chamber	Legislative Asst.
Community Development	Planning and Zoning
Transportation Coordinator	Building Safety

**THIRD FLOOR:**

Auditorium	Legal Department
Information Technology	

## TELEPHONE DIRECTORY

Following are the telephone numbers (for services) that are most frequently requested from the City Clerk's Office. Numbers are categorized, for your convenience, under the following headings: NASHUA, HILLSBOROUGH COUNTY, STATE OF NEW HAMPSHIRE, and US GOVERNMENT.

### NASHUA:

Adult Learning Center:	589-6416
Aldermen, Legislative Assistant to:	589-3030
Ambulance, Rockingham:	882-5330
Animal Control, Nashua Police:	594-3500
Assessing Department:	589-3040
Auto Registration:	589-3200
Better Business Bureau of NH:	224-1991
Boys & Girls Club:	883-0523
Building Permits:	589-3080
Cable TV:	888-633-4266
Chamber of Commerce:	881-8333
Child Care Services:	589-4540
Citybus:	880-0100
City Clerk:	589-3010
City Hall Information:	589-3000
Code Enforcement:	589-3100
Community Council:	889-6147
Conservation Commission:	589-3105
District Court, Nashua:	880-3333
Dog Licenses:	589-3010
Economic Development Office:	589-3070
Electricity (PSNH):	800-662-7764
Engineering, Public Works:	589-3140
Environmental Health:	589-4530

Financial Reporting, City of Nashua:	589-3170
Fire Department, Non-Emergency:	594-3636
Fire Marshal:	589-3460
Food Service License:	589-4530
Gas Service (KeySpan):	800-833-4200
Health & Community Services:	589-4560
Health, Licenses/Environmental:	589-4530
Historical Society, Nashua:	883-0015
Hospital, St. Joseph:	882-3000
Hospital, So. NH Medical Center:	577-2000
Housing Code:	589-3100
Housing, Nashua (Elderly/Public):	883-5661
Humane Society of New England:	889-2240
Human Resources, City of Nashua:	589-3230
Information & Referral of Greater Nashua:	883-9330
Landfill (West Hollis Street):	589-3410
Legal Assistance (NH):	800-834-8581
Library:	589-4600
Marriage License:	589-3010
Mayor's Office:	589-3260
Motor Vehicle Registration:	589-3200
Parking Department (Traffic)	589-4700
Parking Violations:	589-3205
Parks:	589-3370
Planning & Zoning, City of Nashua:	589-3090
Police Athletic League (PAL):	594-3549
Police Department, Non-Emergency (taped):	594-3500
Public Works, Administration:	589-3140
Purchasing Department, City of Nashua:	589-3330
Refuse Collection:	589-3410
Risk Management, City of Nashua:	589-3350
Senior Center:	889-6155
School Department, Superintendent:	594-4300
Shelter for the Homeless:	883-1101
Sign Permits:	589-3090
Snow Removal:	589-4750

---

Solid Waste:	589-3410
Soup Kitchen and Shelter, Ash Street:	883-1101
Soup Kitchen and Shelter, Chestnut Street:	889-7770
Street Department, Public Works:	589-4750
Superintendent of Schools:	594-4300
Swimming Pools (installation permits):	589-3080
Tax Collections:	589-3190
Traffic Department - Public Works:	589-4700
Traffic Violations:	589-3205
Transit System:	880-0100
Treasurer	589-3185
Urban Programs Dept., City of Nashua:	589-3085
Vehicle Registration, City:	589-3200
Voter Registration (City Clerk):	589-3010
Wastewater Customer Service:	589-3195
Wastewater Treatment Facility:	589-3560
Water (Pennichuck Water Works):	882-5191
Welfare, City of Nashua:	589-4555

### **HILLSBOROUGH COUNTY**

Commissioner, 19 Temple Street:	882-9471
Human Services, 19 Temple Street:	882-3411
Register of Deeds, 19 Temple Street:	882-6933
Register of Probate, 19 Temple Street:	882-1231
Sheriff, 19 Temple Street:	882-1456
Superior Court, Clerk, 30 Spring St.:	883-6461
UNH Cooperative Ext. Office, Milford:	673-2510
Welfare (Human Services):	882-9471

---

### **STATE OF NEW HAMPSHIRE**

Children & Youth Services, Chestnut Street:	883-7726
Consumer Protection (Attorney General):	271-3641
Employment Security, 33 Pine Street:	882-5177
Motor Vehicles, Merrimack (taped response):	889-0146
Motor Vehicle, Vehicle Registration:	271-2251
Motor Vehicle, Driver Licensing:	271-2371
Welfare (Human Services):	883-7726

### **U.S. GOVERNMENT**

Federal Aviation Administration:	879-6638
Internal Revenue Service, Refund/Tax Info:	800-829-3676
Internal Revenue, Problem Resolution:	800-829-1040
Internal Revenue Nashua office located at 410 Amherst Street, Suite 350	594-8370
Post Office, Spring Street:	882-2646
Social Security, 175 Amherst Street:	880-0295
US Congressman Paul Hodes:	579-6913
US Senator Judd Gregg:	577-3823
US Senator John Sununu:	577-8965
Veterans Administration:	800-827-1000
Veterans Administration Hospital:	800-892-8384

## TABLE OF CONTENTS

ALARM PERMITS .....	2
ALCOHOL CONSUMPTION .....	2
ANIMALS .....	3
ASSESSMENTS & TAXES .....	6
BASKETBALL COURTS .....	31
BICYCLES .....	7
BOARD OF ALDERMEN .....	53
BOARD OF EDUCATION .....	55
BOAT REGISTRATION .....	7
BUILDING SAFETY, DEPT. OF .....	8
BURNING PERMITS (FIRE CODE) .....	13
CATS & FERRETS .....	4
CHECKS RETURNED .....	8
CHILD CARE SERVICES .....	18
CITYBUS .....	9
CITY HALL DIRECTORY .....	56
CODE ENFORCEMENT .....	10
DOG LICENSES .....	3
DRIVER LICENSES .....	23
ENVIRONMENTAL HEALTH DEPT. ....	18
FIRE MARSHAL (Fire Prevention) .....	12
HUMANE SOCIETY .....	6
HUNTING & FISHING .....	20
ICE SKATING .....	33
IDENTIFICATION CARDS .....	20
LANDFILL .....	40
LIBRARIES.....	21

MAYOR'S OFFICE.....	52
MEDIATION .....	19
MOTOR VEHICLES .....	22
OHRV (Off Highway Recreational Vehicles) .....	21
PARKS & PLAYGROUNDS (rules of conduct) .....	30
PARKING – LEASED .....	22
PLAYGROUNDS & TOT LOTS .....	32
POLICE .....	35
POLICE ATHLETIC LEAGUE.....	37
POLLING AREAS .....	50
PLANNING & ZONING .....	11
PUBLIC HEALTH & COMMUNITY SERVICES.....	14
RECYCLING (City) .....	42
RUBBISH COLLECTION/DISPOSAL.....	42
SEAL OF THE CITY OF NASHUA .....	1
SEAT BELTS/CHILDREN .....	29
SNOW EMERGENCY/REMOVAL .....	28
SOCCER FIELDS .....	33
SOFTBALL FIELDS .....	34
SOFT YARD WASTE .....	46
SOLID WASTE .....	40
SWIMMING POOLS .....	34
TELEPHONE DIRECTORY .....	57
TENNIS COURTS .....	35
TRAFFIC ORDINANCES (Summary) .....	26
VEHICLE INSPECTIONS .....	25
VOTER REGISTRATION .....	48
VEHICLE TITLES .....	24
WELFARE .....	20